

May 19, 2022

**ADDENDUM NO. 1**

**PROPOSAL FOR FURNISHING A RENEWABLE CONTRACT PROFESSIONAL UNARMED SECURITY GUARD SERVICES FOR STUDENT HOUSING, LOCAED ON THE CAMPUS OF THE UNIVERSITY OF LOUISIANA AT LAFAYETTE, LAFAYETTE, LOUISIANA.**

**Due Tuesday, May 24, 2022 2:00PM Solicitation No. 23002**

The following clauses/alterations shall be made part of the original specifications as though issued at the same time and shall be incorporated integrally therewith.

**Item No. 1** – Response to vendor questions.

<b>Vendor question:</b>	<b>Department response:</b>
<u>Question 1:</u> Please define/clarify "as needed" as it applies to the security guard services for Housing.	Currently "as needed" means 7 days a week, 12am to 8pm.
<u>Question 2:</u> Who is the current incumbent?	Our current vendor is Lofton Security.
<u>Question 3:</u> When was the current incumbent awarded the contract? Could you please provide us a copy of current contract?	Implemented during fiscal year 2018 (July 1, 2017 through June 30, 2018)
<u>Question 4:</u> Are there any subcontractors being used for the current contract?	No subcontractors are being used.
<u>Question 5:</u> What was the initial term length of the current contract (for example, 1 year plus 4 year options, etc.)?	12 months with 4 renewal
<u>Question 6:</u> What was the start date of the initial contract?	End of August 2017
<u>Question 7:</u> What was the amount spent in the last 12 months?	Approximately \$324,000
<u>Question 8:</u> What was the total spent in the last billed month?	\$27,060
<u>Question 9:</u> Are there any other rates billed separately (such as equipment, vehicles, etc.)?	No separate billing
<u>Question 10:</u> Are there any significant modifications from the previous contract to the new one? For instance, an increase in hours, a change in guard type (e.g., armed vs unarmed), a need for additional resources?	There have been no significant changes
<u>Question 11:</u> What was the amount spent on this contract last year?	See response to question 7.
<u>Question 12:</u> What is the estimated total number of annual hours for this contract?	approximately 40,000
<u>Question 13:</u> What is the current bill rate for each position?	Original rate for night guards: \$13.50/hr – current rate \$16.50/hr Original rate for supervisor: \$15.00/hr – no changes

Vendor question:	Department response:
<u>Question 14</u> : Are there any additional services that may be needed that are not listed in the RFP? For instance, the need of additional sites, seasonal required security, etc.	None known
<u>Question 15</u> : Beyond the state and federal minimum wage, is there a prevailing wage, living wage ordinance, local mandated wage, or contract-specific wage?	This is a contract-specific wage.
<u>Question 16</u> : Is there a specific way you would like the response to be prepared?	Please refer to the bid specifications.
<u>Question 17</u> : Is the current contract using vehicles? If yes, how many?	Not currently using vehicles.
<u>Question 18</u> : Are there any MWBE/VS/DBE or other goals for this project?	Our goal is to provide opportunities to all such contractors.
<u>Question 19</u> : Was there a liquidation penalty on the previous contract?	No liquidated damages clause was included in the previous project.

For questions related to bidding these projects, please contact the UL Lafayette Purchasing Department at [roxanne.formeller@louisiana.edu](mailto:roxanne.formeller@louisiana.edu) or 337.482.2955. Business hours are: Mon-Thu 7:30am – 5:00pm CST (lunch 11:45-12:30); Fri 7:30am -12:30pm.

ACKNOWLEDGEMENT: If you have already submitted your bid, and this Addendum creates a need to revise your bid, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be submitted/delivered PRIOR to bid due date and time, by email. Bid revisions received after bid due date and time cannot be considered, whereupon the bidder must either honor or withdraw its original bid. If you have already submitted your bid and this addendum does not cause you to revise your bid, acknowledge receipt of this addendum by signing below and returning it to the Purchasing Department prior to bid due date.

Marie C. Frank, MPA, CPPB  
Assistant Vice President for Administration & Finance  
University of Louisiana at Lafayette  
Department of Purchasing

**Firm Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_